

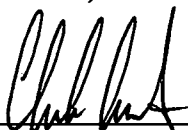
City of St. Charles, Illinois

Ordinance No. 2018-M-4

An Ordinance Amending Title 12 of the St. Charles Municipal Code Entitled "Streets, Sidewalks, Public Places, and Special Events" Chapter 12.40 "Corridor Improvement Program" (Corridor Improvement Program – City-owned Property Improvement Projects).

**Adopted by the
City Council
of the
City of St. Charles
January 22, 2018**

**Published in pamphlet form by
authority of the City Council
of the City of St. Charles,
Kane and Du Page Counties,
Illinois, January 29, 2018**



City Clerk



(S E A L)

City of St. Charles, IL
Ordinance No. 2018-M-4

An Ordinance Amending Title 12 of the St. Charles Municipal Code
Entitled “Streets, Sidewalks, Public Places, and Special Events” Chapter 12.40
“Corridor Improvement Program”
(Corridor Improvement Program - City-Owned Property Improvement
Projects)

WHEREAS, the City of St. Charles approved Ordinance No. 2001-M-41 entitled, “An Ordinance Creating Chapter 12.40 of Title 12 “Streets, Sidewalks, and Public Places” of the St. Charles Municipal Code (City Corridor Improvement Program)” on or about April 16, 2001 and subsequently amended by Ordinance No. 2009-M-8, Ordinance No. 2013-M-39, and Ordinance 2014-M-44; and,

WHEREAS, the City of St. Charles has determined that the general welfare of the residents of the City of St. Charles will be promoted by the enhancement of the major City arterials, Special Service Area 1B, and specified City-Owned properties of the City of St. Charles; and,

WHEREAS, the Corridor Commission recommended approval of the proposed amendments on or about January 10, 2018; and,

WHEREAS, the Planning and Development Committee of the City Council recommended approval of the proposed amendments on or about January 16, 2018; and,

WHEREAS, the City Council of the City of St. Charles has received the recommendations of the Corridor Commission and Planning and Development Committee and has considered the same:

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS, as follows:

1. The preambles set forth hereinabove are incorporated herein as substantive provisions of this Ordinance as if fully set out in this Section 1.

2. That Chapter 12.40 entitled “Corridor Improvement Program”, Section 12.40.20 entitled “Definitions” is hereby amended by adding and or modifying the following definitions:

“ ‘City-Owned Property’

A designated parcel or area of right-of-way identified in the City-Owned Properties Corridor Improvement Program Description attached to this Ordinance as “Exhibit B” and incorporated herein by this reference.

‘City-Owned Property Improvement Project’

An improvement project on one of the designated City-Owned Properties identified in “Exhibit B” City-Owned Properties Corridor Improvement Program Description.

‘Eligible Improvements’ The design, purchase and planting or construction of Landscaping Materials on an Eligible Property or City-Owned Property, including related site preparation.

‘Eligible Properties’

Properties located within the corporate limits of the City of St. Charles and have frontage on main Street (Route 64), Randall Road, Lincoln Highway (Route 38), Kirk Road, are located in the Downtown Special Service Area (SSA-1B), located in a public right-of-way adjoining and Eligible Property, City-Owned Property, or in one of the Key Gateway areas identified in Exhibit A.”

3. That Chapter 12.40 entitled “Corridor Improvement Program”, Section 12.40.040 entitled “Duties of the Corridor Improvement Commission” is hereby amended by adding the following Subsection d:

“d. Improvements on City-Owned Properties.”

4. That Chapter 12.40 entitled “Corridor Improvement Program”, Section 12.40.070 entitled “Funding Source” is hereby moved to Section 12.40.080 and titled “Funding Source”

5. That Chapter 12.40 entitled “Corridor Improvement Program”, Section 12.40.070 entitled “Funding Source” is hereby renamed “City-Owned Property Improvement Projects” and shall contain the following provisions:

- A. “On or shortly after December 1st of each calendar year, the CIC shall review the number of approved Corridor Grant Agreements and pending Corridor Grant Applications to determine if sufficient funds exist to initiate a design plan of a City-Owned Property as identified in Exhibit B.
- B. Design Plan - Upon the determination of the CIC that sufficient funds are anticipated in the current fiscal year, the CIC shall proceed with a design plan of an identified City-Owned Property as follows:
 - 1. The CIC shall focus on the highest-rated City-Owned Property that has not been improved, as described in Exhibit B “City-Owned Property Priority List”.
 - 2. The CIC shall conduct an initial assessment of the City-Owned Property to determine the extent and type of improvements that best suit the City-Owned Property.
 - 3. Based on the initial assessment, the CIC shall determine if an outside design consultant is required to assist with the design of the City-Owned Property.
 - a. Factors used to determine if an outside design consultant is required:
 - i. The total cost of the design is expected to exceed \$5,000.

- ii. Construction activities result in significant modifications to existing infrastructure (sewer, water, electrical, or other public appurtenances.)
- b. Upon determination of the CIC that an outside design consultant is required, they shall adhere to policies described in Chapter 2.33 Office of Purchasing as established in the City's Code of Ordinances.
4. The CIC shall develop a plan based on the initial assessment (or defer to an outside design consultant if one is required). The design plan shall comply with the direction and criteria established in Exhibit B.
5. Following a recommendation of the CIC, the design plan and associated cost estimates shall be presented to the City Council for approval. ”

6. That the City of St. Charles has established a City-Owned Property Improvement Projects Program titled “Exhibit B City of St. Charles Corridor Improvement Program - City-Owned Property Improvement Projects” and that Exhibit B to Chapter 12.40 entitled “Corridor Improvement Program is hereby added as the following:

See Exhibit A

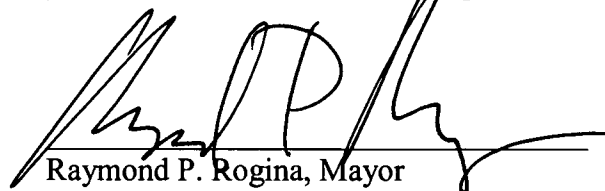
7. That after the adoption and approval hereof this Ordinance shall be (i) printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

8. This Ordinance shall be in full force and effect ten (10) days from and after its passage by a vote of the majority of the corporate authorities now holding office, approval and publication in the manner provided by law.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 22nd day of January 2018.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 22nd day of January 2018.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois this 22nd day of January 2018.

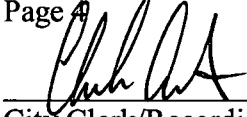


Raymond P. Rogina, Mayor

Attest:

Ordinance No. 2018-M-4

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City Clerk/Recording Secretary



COUNCIL VOTE:

Ayes: 6
Nays: 0
Absent: 4
Abstain: 0

APPROVED AS TO FORM:

City Attorney

DATE: _____

Exhibit A

**Exhibit B City of St. Charles Corridor Improvement Program - City-Owned Property
Improvement Projects**

State of Illinois)
) ss.
Counties of Kane and DuPage)

Certificate

I, CHUCK AMENTA, certify that I am the duly elected and acting Municipal City Clerk of the City of St. Charles, Kane and DuPage Counties, Illinois.

I further certify that on January 22, 2018, the Corporate Authorities of such municipality passed and approved Ordinance No. 2018-M-4 entitled

"An Ordinance Amending Title 12 of the St. Charles Municipal Code Entitled "Streets, Sidewalks, Public Places, and Special Events" Chapter 12.40 "Corridor Improvement Program" (Corridor Improvement Program – City-owned Property Improvement Projects)."

which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 2018-M- 4, including the Ordinance and a cover sheet thereof was prepared, and a copy of such Ordinance was posted in the municipal building, commencing on January 29, 2018, and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the municipal clerk.

DATED at St. Charles, Illinois, this 22nd day of January, 2018.

(S E A L)



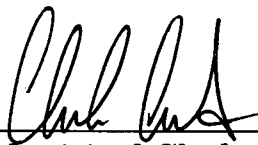

Municipal Clerk

Exhibit B



City of St. Charles Corridor Improvement Program - City-Owned Property Improvement Projects

1. **Program Purpose:**

The purpose of the St. Charles Corridor Improvement City-Owned Property Improvement Projects Program is to provide opportunities to improve the aesthetics of the City of St. Charles through enhancements to City-Owned Properties.

The intent of this program is to promote:

1. The general enhancement of the overall economic vitality and character of the City through improvement of City-owned parcels and areas of the public right of way.
2. The creation and maintenance of physical characteristics that enhance community character by providing unique and familiar visual features.

2. **Eligible Properties:**

Only the City-Owned Properties identified on the attached City-Owned Property Location Map and detailed on the City-Owned Priority List are eligible for this program.

3. **City-Owned Property Improvements Guidelines:**

The purpose of these improvements is to promote the economic viability of St. Charles by updating the design and visual quality of publically owned properties. These improvements will focus on materials that create long-term and low-maintenance enhancements that are permanent and supplemented by vegetative features. When possible, designs should incorporate features that promote activity and visibility. The colors and material types shall match (or closely resemble) those already utilized in St. Charles to create a comprehensive design aesthetic throughout the City.

The Corridor Commission shall utilize the following guidelines to determine the appropriateness of the design:

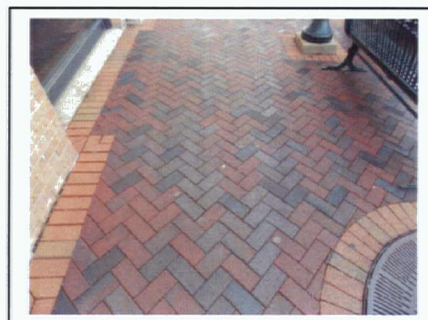
Furniture & Bike Racks

All furniture placed on City-Owned Properties such as benches, bike racks, etc. will be consistent with those already utilized by the City's Public Works Department.



Surfacing

If the design plan requires new surfaces, the Corridor Commission shall coordinate those with the Public Works Department, and the design shall utilize surface types/mixtures of materials that are already prominent in St. Charles.



Planters and Potters

Any planters that are proposed shall be made of long-lasting materials (such as concrete) to provide low maintenance and durability.



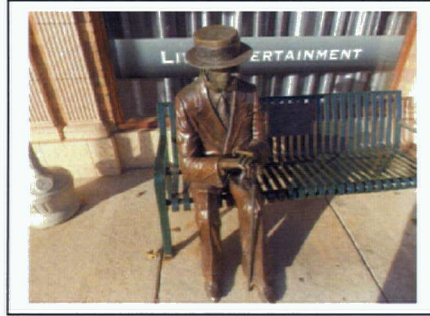
Signage

Proposed signage shall be decorative in nature and similar to existing signage examples in the City of St. Charles. Signage shall serve as welcome signs, way finding such as parking locations, informational kiosks, and the like.



Public Art

The Corridor Commission shall consider any proposals to include public art into a design; however, the Commission shall not be responsible for or tasked with the commission or funding any such feature. These shall only consist of donated works. This would include sculptures, murals, paintings, and the like.



Supplemental Plantings and Vegetation:

Vegetative materials shall be considered if they are secondary to the design and enhance the overall design plan. Vegetation types shall be hearty and durable in nature as per the recommendations of the Corridor Commission. Plant species shall conform as best as possible to those established in “Appendix C: Plant Palette” of Title 17, “Zoning Ordinance” of the City’s Code of Ordinances.



Features not described in this Document:

The Corridor Commission shall consider other improvements not described in this document on a case-by-case basis. These features may include, but are not limited to, fountains, lighting, and other unique design elements.

5. Approval of a City-Owned Property Design Plan:

The Corridor Commission shall follow the timing procedures as detailed in Section 12.40.070 “City-Owned Property Improvement Projects”. Upon determination that sufficient funding is anticipated in the current Fiscal Year, the Corridor Commission shall initiate a design plan as follows:

The Corridor Commission shall determine the next City-Owned property to develop a design plan for by consulting the City-Owned Property Priority List attached to this document. The Corridor Commission shall proceed with the highest-rated City-Owned Property that has not yet been improved.

Upon determining the next priority property, the Corridor Commission shall conduct an initial assessment of the City-Owned Property to determine the extent and type of improvements that best suit this location. At this time, the Commission shall also consult the Public Works Department to determine if there are any specific constraints or conflicts with public infrastructure.

Based on the initial assessment, the Corridor Commission shall determine if an outside design consultant is required to assist with the design of the City-Owned Property based on the following factors:

- The total cost of the design is expected to exceed \$5,000.
- Construction activities result in significant modifications to existing infrastructure (sewer, water, electrical, or other public appurtenances.)
- Upon determination of the Corridor Commission that an outside design consultant is required, the Commission shall adhere to policies described in Chapter 2.33 "Office of Purchasing" as established in the City's Code of Ordinances with regards to hiring a design professional.

The CIC shall develop a design plan based on the initial assessment (or defer to an outside design consultant if one is required). The design plan shall comply with the criteria established in this document. The design plan shall identify a layout, materials, and features incorporated into the design and cost estimates for the purchase and construction of those features.

Once the Corridor Commission has evaluated the final design plan, the Corridor Commission shall make a recommendation to forward the design plan to the City Council. The design plan and all associated cost estimates, bids, and contracts shall be presented to the City Council for approval.

6. Commencement of Work:

Only after the design plan and all associated bids and budget allocations are approved by the City Council, can work commence. The Corridor Commission and staff shall coordinate timing, installation, and all other efforts with the Public Works Department to ensure that construction activities conform to the City's standards and best practices.

7. Completion of Work:

All improvements must be completed within the agreed upon timeframe as described in the City Council approved design plan and associated contracts. The improvements shall only be considered complete upon a final inspection performed by City staff.

8. Payments:

Upon the determination that all construction has been completed in compliance with the approved design plan and associated contracts, the City shall pay any contracted services/ providers per the agreed terms of estimates, bids, and contracts approved by the City Council.

9. Maintenance & Removal:

Improvements created as part of this program shall only be removed or altered after approval by the City Council or in certain situations if deemed a public safety concern or liability as determined by the City of St. Charles.

City-Owned Property Location Map



City of St. Charles, Illinois

Two East Main Street, St. Charles, IL 60174-1994
Phone: 630-377-4400 Fax: 630-377-4410 www.stcharles.gov

Precision GIS

RAYMOND ROGINA Mayor
MARK KOENEN City Administrator



Data Source:
City of St. Charles, Illinois
Essex County, Illinois
DuPage County, Illinois
Coordinate System: Illinois State Plane East
Projection: Transverse Mercator
North American Datum 1983
Printed On: October 16, 2017 09:43



0 100 200 Feet

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Revised by Precision GIS

City-Owned Property Priority List

City-Owned Property Priority List

| Site # | Site Location Description | Located on Major Corridor/ Collector 1 = Yes 0 = No | Current Aesthetics 3 = Poor 2 = Moderate 1 = Good | City Owned 1 = Yes 0 = No | Opportunity for Permanent Improvements 1 = Yes 0 = No | Can Add Wayfinding Gateway Signage 1 = Yes 0 = No | Totals (Higher Score Represents higher Priority Status | Site Priority Ranking (Higher Number Indicates Higher Priority |
|--------|---|---|---|---------------------------------|---|---|--|--|
| 1 | Triangle at Riverside and South Avenues | 0 | 2 | 1 | 1 | 0 | 4 | 9 |
| 2 | Triangle at Riverside and Indiana Avenues | 0 | 2 | 1 | 1 | 1 | 5 | 11 |
| 3 | Parking lot sidewalk/screening along Walnut | 1 | 1 | 1 | 0 | 0 | 3 | 4 |
| 4 | Parking lot screening at Rt. 64 and Rt. 31 | 1 | 2 | 1 | 1 | 1 | 6 | 13 |
| 5 | Parking lot screening along Rt. 64 just west of Kealty Realty | 1 | 3 | 1 | 1 | 0 | 6 | 12 |
| 6 | Alley east of Shakou | 1 | 3 | 1 | 1 | 1 | 7 | 14 |
| 7 | Sidewalk along City Parking Lot, north of the Filling Station | 0 | 3 | 1 | 0 | 0 | 4 | 8 |
| 8 | North egress to City owned parking lot east of Nuova Italia | 0 | 3 | 1 | 0 | 1 | 5 | 10 |
| 9 | Entrance to City parking lot south of Shell Station | 0 | 2 | 1 | 0 | 1 | 4 | 7 |
| 10 | North entrance to City parking lot on Walnut Street | 0 | 1 | | 0 | 1 | 2 | 2 |
| 11 | West entrance to City parking lot south of Walnut Street | 0 | 2 | 1 | 0 | 1 | 4 | 6 |
| 12 | East entrance to City parking lot south of Walnut Street | 0 | 2 | 1 | 0 | 1 | 4 | 5 |
| 13 | Intersection of Prairie Street and Riverside Avenue | 0 | 1 | 1 | 0 | 0 | 2 | 1 |

City-Owned Property Priority List

| Site # | Site Location Description | Located on Major Corridor/ Collector 1 = Yes 0 = No | Current Aesthetics 3 = Poor 2 = Moderate 1 = Good | City Owned 1 = Yes 0 = No | Opportunity for Permanent Improvements 1 = Yes 0 = No | Can Add Wayfinding Gateway Signage 1 = Yes 0 = No | Totals (Higher Score Represents higher Priority Status | Site Priority Ranking (Higher Number Indicates Higher Priority |
|--------|---|---|---|---------------------------------|---|---|--|--|
| 14 | Triangle south of Jalapeno Grill on Rt. 31 | 0 | 1 | 0 | 1 | 1 | 3 | 3 |